



## **Committee Meeting Minutes**

### **Thursday, October 20, 2011**

### **CPT, 1<sup>st</sup> floor Conference Room**

Committee Members Present: Lindy Harmon, Committee Chair, Nancy Reed, Diane Hatfield, Jean Odum, Judy Embry, Lena Wilson, Jacqueline Hansen, Johnny Collett

Additional Attendees: Kim Willhoite, Sandra Hamon, Susan Cantrell, Kristin Burton, Margaret Rintamaa, Janis Carter

Meet New Committee Members and Staff: Lindy Harmon welcomed all committee members and asked new members, Jacqueline Hansen, Lena Wilson, and Johnny Collett, to introduce themselves. The meeting began at 9:10 a.m.

Approval of March Subcommittee Meeting Minutes: The committee read the meeting minutes from the March Subcommittee Meeting. Jean Odum made a motion to approve the subcommittee meeting minutes with one change on page 2 of the meeting minutes. Nancy Reed seconded the motion and the motion carried unanimously.

Minutes change on page 2:

- Are RTA teachers currently serving about 30% of ~~schools~~ **students** within the RTA schools? This question could not be answered at this time. Susan Zoller will need to address the full committee and brief them on the yearly report. Initially this information was shared at the last subcommittee meeting, but the entire committee needs to hear the information.

RTA Program Update: Kim Willhoite

There are 322 RTA schools this year. Ludlow and Augusta were the two schools that denied RTA grant funding for the 2011-2012 school year.

The Program Evaluation Report I was due on September 15<sup>th</sup>. There are still a few schools that have not completed the report and that is after multiple emails and phone calls made to the schools. However, the data from the schools that have submitted was shared with the committee. Of the RTA schools, 93% began their intervention services within the first 3 weeks of school. There are 77% of the RTA teachers serving RTA students at least 5 hours a day. The committee asked for specific school numbers on this data. This information will be sent to the committee members via email. The majority of schools are using multiple student groupings in their intervention groups. Small groups of 4-5 students and one-on-one is the most popular grouping. Less than 1/3 of the schools use small groups of 6+ students.

The Program Evaluation Report II is due on January 15<sup>th</sup> and CCLD will be providing additional information they will need collected for the outside evaluation.

Attendance data will be collected from the RTA teachers this year. The attendance sample form was reviewed by the committee as well as the attendance data that has been requested. The steering committee has recommended that the current data be maintained and collected in January and additional information will be requested beginning January 1<sup>st</sup> and continuing through the end of the school year.

The following information will be requested from the RTA teachers beginning January 1<sup>st</sup>:

- Teacher status (Absent or Unavailable, if the teacher is unavailable then a reason should be provided)
- Child status (Absent or Unavailable)
- Student moves/withdraws from school
- Intervention changes (receiving intervention from a different reading intervention teacher)
- Special education student no longer receives RTA intervention because of a change in services
- Child successfully exits the intervention
- School is not in session

The RTA teachers will be participating in 4 webinars this school year. The webinars were added to ensure the teachers were receiving professional development since the KRA Conference requirement was removed. The teachers found the first webinar to be very helpful. The topics included: update on RTA requirements, RTA team, and using data to identify intervention students. The next webinar will be in November and will include information on progress monitoring, writing student goals/objectives, and reading strategies.

Kim will present a session at the KRA conference specifically for the RTA teachers. It will be a time for them to network and ask questions. There will not be a formal presentation prepared, but KSI/RtI will be reviewed as there were still questions after the webinar.

Kim sends monthly newsletters to RTA contacts that contain all pertinent grant information as well as instructional strategies, reading research, and new resources. A copy of the August newsletter was provided to the committee members and briefly discussed.

At this time, only 1 program amendment has been submitted to KDE for review. The amendment was reviewed by the program coordinator and resubmitted to the RTA school for further clarification in some areas. The amendment was resubmitted and passed along to a committee. The committee included: a steering committee member, an RTA school district contact, and the commissioner's representative for final review. The 3 committee members indicated the amendment was acceptable. Kim will notify the school of the decision.

At this time, this is the process in place for amendments that are submitted. Discussion by the steering committee indicated the process may need to be shared with all RTA schools as they have indicated a need for amendments to their intervention program. At this time, particular details were not determined, but a more formal recommendation will be made before the end of the school year and after the budget information has been received.

#### Budget Update: Kristin Burton

Schools have been submitting their assurance statements and award notification letters have been sent. Districts will be receiving their 1<sup>st</sup> payment within the next month. The first payment will be half of the total award amount for the year, \$24,250. The last payment will be sent during the third quarter of the fiscal year.

#### CCLD/MGT Evaluation Report: Susan Cantrell

- 2010-2011 Report
  - Susan Cantrell presented a PowerPoint presentation prepared by MGT of America based on the 2010-2011 evaluation. She reviewed all findings and recommendations in the report. Below are two areas of discussion by the committee:
    - One finding indicated schools with at least 3 years of experience showed the high student achievement. All RTA schools have had at least 3 years of the grant. If the researchers did not include the year the grant was awarded or the year the study was conducted in then that could be the reason for the statement of less than 3. years. Susan Cantrell was going to contact MGT to ask that clarifying question.
    - The finding regarding the level of achievement between schools with a high poverty ratio and those with a low poverty ratio is not statically difference. Therefore, the recommendation was to award RTA funding to schools in the future based on need rather than competitive grants. The committee discussed this in depth since the recommendation does not match the finding. Again, Susan Cantrell was going to ask for additional information and clarification from MGT.
- 2011-2012 Research Agenda:
  - This year the evaluation will be completed by CCLD.
  - Based on the results of the 2010-2011 study, several research questions will be addressed during the 2011-2012 school year regarding implementation and student achievement. The research questions and data sources that will be used were provided to the committee in a 1-page handout.

#### Plans for the 2011-2012 School Year

The committee discussed the possibility to narrowing the number of intervention programs for future RTA grant awardees. Since there was not a quorum, a vote on a formal recommendation could not be made. The committee decided to have the discussion in a conference call within the next month.

#### Legislative Session

At this time, there is not a legislative update. Lindy Harmon stated she wants the funding to resume to the amount needed to adequately fund all 322 RTA schools. To fully fund all RTA schools it would cost around \$22 million.

Closing Remarks: A conference call was scheduled with all committee members during the first two weeks of November to further discuss a recommendation to KDE regarding intervention programs for the 2012-2013 school year. A spring, face-to-face meeting was also

The meeting was adjourned at 11:05 a.m. Judy Embry made a motion to adjourn and Jean Odum seconded. The meeting was adjourned.